



RÉ DAVIS

PAYROLL ASSISTANT

PERSONAL PROFILE

I'm a highly organized professional who likes to create systems for efficiency. I love working with teams to support them and ensure we all reach our goals. I strive to perform in a way that makes everyone else's work load easier.

WORK EXPERIENCE

Payroll Assistant (ATL + SAG)

Rescue: HI-Surf (Season 1) • Warner Bros/Fox
Payroll Accountant: Cameron Nord
Production Accountant: Marjorie Leder

Payroll Assistant (ATL + SAG)

Young Rock (Season 3) • NBC Universal
Payroll Accountant: Cameron Nord
Production Accountant: Marjorie Leder

Payroll Assistant

Harlem (Season 2) • NBC Universal
NBC Production Finance Executive: Dana Kowalski

Prep Payroll / Wrap Payroll & AP

Irrational (Pilot) • NBC Universal
Production Accountant: Marjorie Leder

Payroll Assistant

The End Game (Pilot + Season 1) • NBC Universal
Payroll Accountant: Cameron Nord
Production Accountant: Marjorie Leder

Payroll Assistant

Mr. Mayor (Season 2) • NBC Universal
Payroll Accountant: Cameron Nord
Production Accountant: Marjorie Leder

Payroll Assistant

Bust Down (Season 1) • NBC Universal
Payroll Accountant: Cameron Nord
Production Accountant: Wendy Sill

Payroll + Accounting Clerk

I Want You Back • Amazon + Big Indie Productions
Production Accountant: Marjorie Leder
Payroll Accountant: Cameron Nord
First Assistant Accountants: Blakely Clark + Lauren Koenig

1st Assistant Accountant

Old Henry • Hideout Pictures
Production Accountant: Blakely Clark

- 218-969-4569
- re.events3@gmail.com
- Valid Passport, Global Entry, TSA Pre Check

SKILLS SUMMARY

- ✓ Digital Onboarding (SmartStart, Start+, TiM)
- ✓ EP SmartTime, SmartTime Mobile, SmartStart
- ✓ Spreadsheets (Google Sheets, Microsoft Excel, Apple Numbers)
- ✓ Digital Filing (Adobe, BOX, Dropbox, Scenetime)
- ✓ Familiar with Meida Web suite of products
- ✓ Exceptional people person with patience to spare
- ✓ Positive attitude + phenomenal work ethic
- ✓ SAG Payroll + ATL Payroll
- ✓ SmartAccounting, Vista 5, Movie Magic

EDUCATION

Bethel University • St. Paul, MN
BA in Organizational Leadership 2013

Nashville State Community College
AAS in Visual Comm: Graphic Design 2005